

Health and Welfare

The City provides an annual allotment of \$12,386 (\$516.083 biweekly) for Confidential employees to use toward the purchase of benefits available under the City’s IRS Section 125 Cafeteria Benefits Plan (Flex Plan).

From this allotment employees may choose coverage for themselves under one of the health plans offered by the City. With the remaining money, employees may elect: health coverage for their dependents, dental coverage for themselves and their dependents, set aside funds in a flexible spending account (FSA) for reimbursement of eligible health or dependent care expenses, or place it in a taxable cash option.

HEALTH PLANS AND RETIREE HEALTH

The City currently offers the Kaiser and Aetna Value and Aetna Full HMO plans and the Aetna OAMC (PPO) plan to its active employees and their dependents through its Flex Plan. Health coverage is effective on your date of hire. Individuals retiring from the City may choose to continue participating in the City’s health plans at their own cost.

DENTAL INSURANCE

The City currently offers the Cigna DMO (pre-paid plan) and Cigna DPPO Dental Plans. Coverage is effective on your date of hire.

VISION INSURANCE

The City currently offers the MES Vision plan. Coverage is effective on your date of hire.

FLEXIBLE SPENDING ACCOUNTS (FSAs)

The City offers both health and dependent/child care FSAs. FSAs may be funded by your Flex Plan allotment and/or payroll deductions. The maximum annual payroll deduction Health FSA is \$2,500 from all sources. Dependent/Child Care FSAs are limited to \$5,000 from all sources.

LIFE INSURANCE

The City provides Confidential employees with a \$50,000 Group Term Life and Accidental Death and Dismemberment policy. In addition to the basic life insurance provided by the City, employees may purchase Optional coverage in multiples of \$10,000, up to a maximum of \$550,000 or four times their annual salary, whichever is less. Coverage for your spouse or same sex domestic partner is available in \$10,000 increments up to the lesser of \$100,000 and 50% of your coverage, as long as you purchase Optional coverage for yourself.

SHORT/LONG-TERM DISABILITY (STD/LTD) INSURANCE

The City provides employees with Short Term and Long Term Disability insurance. If you are disabled according to the policy’s definition of disability, you may be eligible to receive a benefit based upon 60% of your basic earnings up to a maximum of \$1,732 per week. Benefits would begin after an “Elimination Period” of 30 days for an accident or sickness and would be paid for as long as you continue to meet the policy’s definition of disability. STD benefits are payable for up to nine weeks. After nine weeks, coverage transitions to LTD. LTD benefit is 60% of your monthly earnings to a maximum of \$7,500 per month. LTD benefits duration is based on your age when the disability occurs up to your Social Security normal retirement age.

Retirement

BASIC RETIREMENT

The City contracts with CalPERS for the provisions of its retirement benefits.

Tier 1 Retirement	Local Miscellaneous 3% @ 60	Employee Deduction: 8%
Tier 2 Retirement	Local Miscellaneous 2% @ 60	Employee Deduction: 7%
Tier 3 Retirement	Local Miscellaneous 2% @ 62	Employee Deduction: 6.75%

Tier 1 – Employees who became CalPERS members prior to 04/22/2011
Tier 2 - Employees who became CalPERS members between 04/22/2011through 12/31/2012
Tier 3 – New CalPERS members on or after 01/01/2013

Employees may retire when they reach 50 years of age with five years of CalPERS service credit. Following is a summary of the CalPERS contract provisions:

- One Year Final Compensation (Tier 1)
 - Employer Paid Member Contributions Reported as Earnings (Tier 1)
 - Three Year Final Compensation (Tier 2 & 3)
 - 1959 Survivor Benefit - Level 4
 - Post Retirement Survivor’s Continuance
- Military Service Credit as Public Service
 - Credit for Unused Sick Leave
 - Retired Death Benefit \$5,000
 - Social Security Coverage-None

457 DEFERRED COMPENSATION

The City offers 457 plans through ICMA and Nationwide. These accounts are voluntary and are employee funded.

Vacation, Holidays and Leaves

VACATION

Confidential employees will be credited vacation hours on a biweekly basis and shall accrue the following:

- 10 days (0 - 4 years of service)
- 15 days (5 - 9 years of service)
- 20 days (10 - 14 years of service)
- 25 days (15+ years of service)

The maximum accrual is three times the annual accrual. Employees who have completed at least five (5) years of service may sell back to the City 60 hours of accrued vacation one time per fiscal year.

MANAGEMENT LEAVE

Confidential employees receive 40 hours per fiscal year. Hours are credited at the beginning of each fiscal year and must be used prior to June 30. Hours are pro-rated based on start date.

SICK LEAVE

Confidential employees accrue 96 hours per year at a rate of 3.69 hours per pay period. If during a fiscal year in which the employee was employed as of July 1, they use 32 hours or less of sick leave, they may convert to cash 25% of the remaining fiscal year's accrual.

HARD HOLIDAYS

The City is closed and employees receive compensation for the following holidays:

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| • New Year's Day - January 1 | • Martin Luther King, Jr. Day - Third Monday in January |
| • Cesar Chavez Day - March 31 | • Memorial Day - Last Monday in May |
| • Independence Day - July 4 | • Labor Day - First Monday in September |
| • Veterans Day - November 11 | • Thanksgiving Day - Fourth Thursday in November |
| • Day after Thanksgiving | • Christmas - December 25 |

FLOATING HOLIDAYS

Employees are credited with 32 hours each fiscal year for the following three floating holidays:

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| • Lincoln's Birthday - February 12 | • Washington's Birthday - Third Monday in February |
| • Admission Day - September 9 | • Additional 8 hours for Fiscal Year 2013 |

WORK FURLOUGH

Employees will receive 40 hours credit to their work furlough leave bank every fiscal year. There will be a deduction of 1.92% from the employee's gross wages every pay period to pay for the furlough. Employees may elect an additional 40 hours of voluntary work furlough. Furlough hours will be available for employees to use throughout the fiscal year and must be exhausted by June 30 of each year. Any remaining balance by the end of the fiscal year will be forfeited.

LEAVE BALANCE PAYOFF AT TERMINATION

All vacation and accrued floating holidays are paid in a lump sum payment upon termination. Sick leave balances will not be paid upon termination. If the employee retires from the City within four months of separation from employment, he/she may convert unused sick leave to additional CalPERS service credit at the rate of 0.004 year of service credit for each day of unused sick leave.

Other Benefits

MILEAGE REIMBURSEMENT

Confidential employees shall be entitled to mileage reimbursement when required to use their private automobile for authorized City business.

SPECIAL ASSIGNMENT

Confidential employees may receive up to 15% additional compensation when assigned by the City Manager to a special project.

OUT OF CLASS ASSIGNMENT

Confidential employees may receive may receive 7.5% up to 15% Out of Class pay in the event that they are assigned duties of a higher level classification.

PROFESSIONAL ENRICHMENT

Confidential employees may use up to a maximum of \$1,000 per fiscal year to pay for education, conferences and training.

BILINGUAL PAY

Upon recommendation of the Department Head, approval of the Director of Human Resources and successful completion of a bilingual performance evaluation, a Confidential employee will receive \$100 per month in addition to his/her regular pay on the condition that bilingual skills are continuously utilized in the performance of his/her duties.

Information contained herein is for informational purposes only. If there is conflicting information, the employee's Memorandum of Understanding and/or Civil Service Rules will prevail.